

TITLE OF GROUP OF CLASSES: ROAD MAINTENANCE SUPERVISOR

TITLE OF CLASSES IN GROUP

**ROADS
TRAFFIC
PAVING
BRIDGE**

Class Code:	EO:
02232301	H
02232302	H
02232303	G
02363200	G

Pay Grade: 19A

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To supervise and participate in the work of a crew engaged in the maintenance of state roads and bridges as indicated in the title of the class; and to do related work as required.

SUPERVISION RECEIVED: Receives specific assignments, usually with plans and specific directions on operating details, from a superior; work is reviewed by field inspection and review of reports.

SUPERVISION EXERCISED: Assigns tasks to subordinates in some detail and inspects work performed while in process and upon completion.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

In an assigned unit or section of the state, to supervise and participate in the work of a crew, such as equipment operators, bridge workers, skilled and unskilled laborers, and others engaged in such maintenance activities as indicated in the title of the class:

In a road maintenance program: to supervise maintenance assignments, such as road cleaning and, as required building catch basins, culverts, ditches, gutters or other road or related drainage facilities; making, repairing and painting guard rails; preparing materials for road patching and patching and/or oiling roads and road shoulders; cutting brush and grass; cutting expansion joints or cement roads; stacking and burning or otherwise disposing of brush, grading road shoulders; screening and piling sand; erecting snow fences; installing plows and sanding devices on trucks; sanding icy highways, plowing snow from highways; and to perform other maintenance activities.

In a traffic program: to supervise the maintenance of traffic control devices within the state highway system; to supervise such assignments as installing and maintaining traffic signals, sign striping and other pavement markings; to supervise a traffic crew for sign erecting, line painting, or traffic control and to perform other maintenance activities.

In an asphalt paving program: to supervise and participate in the operation of asphalt installation crew on a statewide basis; to be responsible for scheduling, layout, site preparation; to calculate quantities and to order required materials for such operations; to supervise the installation of bituminous pavement, curbing and specialty hand asphalt work; to supervise the use of asphalt equipment: i.e. self-propelled paver, roller, and infra-red pavement repair unit; and to maintain such equipment; and to perform other activities.

In a bridge maintenance program: to supervise and participate in the work of a crew engaged in the repair, alteration and construction of highway bridges; to supervise a group of subordinates

employed in: removing or replacing bridge timbers, floorings and hand rails; building scaffolding; driving and removing rivets; erecting form work and pouring cement; painting bridges and obtaining wash borings; driving pilings; placing reinforcements; and otherwise preparing footings; to inspect the work of each detachment when the crew is operating as one group of several; to report any bridge defects noted in the field; to do arc welding; to maintain records of the work performed by a crew and to prepare reports of work completed; and to perform other maintenance activities.

To instruct and train new employees in the established operating policies, practices and procedures.

To participate in the performance of the function of subordinate personnel as required.

To maintain time sheets and records relating to materials and work assignments.

As assigned, to have charge of a state garage, state trucks and other road maintenance equipment stations therein; to be responsible for the care and maintenance of such trucks and equipment.

To be responsible for accounting for all equipment issued to subordinates or self such as hand tools, road building tools, materials, plows and sanders, trucks and heavy equipment.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A working knowledge of the practices, materials and methods commonly used in the construction and maintenance of roads, bridges, and in the installation and maintenance of equipment; the ability to operate standard maintenance equipment, a skill in the use of tools used in road maintenance, or bridge repairs for road working, steel working and concrete handling; the ability to lay out, coordinate and supervise the work of subordinates in order to obtain speedy and economical results; the ability to maintain time, materials and work project records and to prepare written reports; the ability to supervise and give oral and written instructions; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a senior high school; and

Experience: Such as may have been gained through: employment in heavy construction or in the maintenance of highways, bridges or similar structures or employment in the fabrication of materials for road, bridge, or similar structure repairs.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

SPECIAL REQUIREMENT: At the time of appointment, must be physically qualified to perform assigned duties as evidenced by a physician's certificate. Must possess and maintain a valid Rhode Island Commercial Driver's License, Class B with airbrake endorsement.

Class Revised: 11/19/00

Editorial Review: 3/15/03